Checklist

What you need to take when you leave

Identification (if applicable)
- Driver’s License
- Birth Certificate
- Children’s Birth Certificate
- Social Security Cards

Financial
- Money and/or credit cards
- Checking and/or savings account papers/passwords

Legal Papers: (if applicable) may include:
- Protective Order
- Lease, rental agreement, and house deed
- Car registration and insurance papers
- Health and life insurance papers
- Medical records for you and your children
- School records
- Work permits/Green Card/ViISA
- Passport
- Divorce and custody papers
- Marriage License

Other
- Medications
- House and car keys
- Valuable jewelry
- Phone/s & Charger/s
- Pictures and sentimental items
- Change of clothes for you and your children
- Children’s favorite toys or books

Emergency numbers

WOMAN, Inc. 24-hour Support Line
415-864-4722
1-877-384-3578
TTY: 1-888-864-4788

National Domestic Violence Hotline
1-800-799-SAFE (7233)
TTY: 1-800-787-3224

Telephone numbers in your area

Your local resource/support line, etc.

Your safe friend you can call

Cooperative Restraining Order Clinic
415-969-6711

Domestic Violence Personal Safety Plan

Taking precautions and making plans to stay safer

26 Boardman Pl.
San Francisco, CA 94103
www.womaninc.org
Safety during an explosive incident:
A. If there is an incident of violence, try to be in a place that has an exit & is not a bathroom, kitchen, or room that may contain weapons.
B. Practice getting out of your home safely. Identify which door, window, elevator, or stairwell to use.
C. Pack a bag & have it ready at a friend’s or relative’s house.
D. If possible, identify neighbors you can tell about the violence & draft a plan together as to how they should respond if they hear a disturbance coming from your home.
E. Devise a code word to use with your children, family, friends, & neighbors when you are in danger of being harmed.
F. Decide & plan where you will go if you ever have to leave home.
G. Use your instincts & judgment. They have served you well this far; if something doesn’t feel right, come up with a plan that may or may not involve these suggestions.

Safety when preparing to leave. consider:
A. Leave money, a set of keys, copies of important documents, passwords, extra clothes & medicines in a safe place or with someone you trust.
B. Get your own post office box, if possible, so you can continue to receive mail.
C. Identify a safe place where you can go, even for a few hours.
D. Keep the WOMAN, Inc. support line number & phone with you.
E. If you have pets, make arrangements for them to be cared for. They could be in danger if left behind & it could be very difficult to get back.

Considerations around protective orders:
A. If you reside in SF (or abuse has happened in SF) & have been threatened or assaulted by an intimate partner or blood relative, you can find out how to get a restraining order from the Cooperative Restraining Order Clinic.
B. If granted, always keep your protective order with you.
C. Consider informing family members, friends & neighbors that you have a protective order in effect.

Safety in your own Residence:
A. Be sure all your doors & windows are locked; change your locks if possible.
B. Develop a safety plan with your children, if applicable.
C. Inform your children’s school, day care, etc. about who has permission to pick up your children.
D. Be mindful of your online presence; make profiles private & change passwords often.

Safety on the job and in public. If possible:
A. Inform someone at work of your situation. Provide security officers at work (if applicable) of the situation; offer a photo of your (ex) partner.
B. Have someone screen your telephone calls at work.
C. Have someone escort you to and from your car, bus, or train.
D. Change your routine from time to time, & avoid places where your ex-partner or their friends are likely to be.
E. Know your rights as a survivor at your workplace: www.las-els.org